

# CITY OF BROKEN ARROW PLAN DEVELOPMENT 2018 MEETING SCHEDULE



PLANNING COMMISSION (PC) *	2ND & 4TH THURSDAYS, 5:00 P.M.
*NOVEMBER & DECEMBER MEETINGS ARE HELD ON THE 1ST & 3RD THURSDAY	
TECHNICAL ADVISORY COMMITTEE (TAC)	TUESDAYS PRIOR TO PLANNING COMMISSION, 1:30 P.M.
BOARD OF ADJUSTMENT (BOA)	2ND MONDAY, 5:00 PM.
DOWNTOWN ADVISORY BOARD (DAB)	2ND TUESDAY, 4:15 P.M.
CITY COUNCIL (CC) *	1ST & 3RD TUESDAY, 6:30 P.M.
*JUNE MEETINGS ARE HELD ON THE 1ST & 3RD MONDAY, 6:30 P.M.	

ZONING CUTOFFS SHOW TWO DATES  
1ST DATE SHOWN IS THE CUTOFF FOR ALL SUBMITTALS THAT DO NOT INCLUDE MULTI-FAMILY  
2ND DATE SHOWN IS THE CUTOFF FOR ALL SUBMITTALS THAT INCLUDE MULTI-FAMILY

## **NOTE: MEETING DATES MAY VARY AND ARE SUBJECT TO CHANGE**

All meetings are held in the City Council Chambers except the Technical Advisory Committee, which meet in the Main Conference Room at City Hall

Updated: December 12, 2017

## Planning Commission Calendar 2018

Consent Item Cutoff*	Public Hearing Cutoff**	RM Zoning Cutoff***	Planning Commission Meeting Date	City Council Meeting Date
December 18, 2017	December 4, 2017	January 11, 2017	January 11, 2018	February 6, 2018
January 2, 2018	December 18, 2017	December 4, 2017	January 25, 2018	February 20, 2018
January 16, 2018	January 2, 2018	December 18, 2017	February 8, 2018	March 6, 2018
January 29, 2018	January 16, 2018	January 2, 2018	February 22, 2018	March 20, 2018
February 12, 2018	January 29, 2018	January 16, 2018	March 8, 2018	April 3, 2018
February 26, 2018	February 12, 2018	January 29, 2018	March 22, 2018	April 17, 2018
March 19, 2018	March 5, 2018	February 12, 2018	April 12, 2018	May 1, 2018
April 2, 2018	March 19, 2018	March 5, 2018	April 26, 2018	May 15, 2018
April 16, 2018	April 2, 2018	March 19, 2018	May 10, 2018	June 4, 2018
April 30, 2018	April 16, 2018	April 2, 2018	May 24, 2018	June 18, 2018
May 21, 2018	May 7, 2018	April 16, 2018	June 14, 2018	July 3, 2018
June 4, 2018	May 21, 2018	May 7, 2018	June 28, 2018	July 17, 2018
June 18, 2018	June 4, 2018	May 21, 2018	July 12, 2018	August 7, 2018
July 2, 2018	June 18, 2018	June 4, 2018	July 26, 2018	August 21, 2018
July 16, 2018	July 2, 2018	June 18, 2018	August 9, 2018	September 4, 2018
July 30, 2018	July 16, 2018	July 2, 2018	August 23, 2018	September 18, 2018
August 20, 2018	August 6, 2018	July 16, 2018	September 13, 2018	October 2, 2018
September 4, 2018	August 20, 2018	August 6, 2018	September 27, 2018	October 16, 2018
September 17, 2018	September 4, 2018	August 20, 2018	October 11, 2018	November 6, 2018
October 1, 2018	September 17, 2018	September 4, 2018	October 25, 2018	November 20, 2018
October 8, 2018	September 24, 2018	September 17, 2018	November 1, 2018	December 4, 2018
October 22, 2018	October 8, 2018	September 24, 2018	November 15, 2018	December 18, 2018
November 13, 2018	October 29, 2018	October 8, 2018	December 6, 2018	January 2, 2019
November 27, 2018	November 13, 2018	October 29, 2018	December 20, 2018	January 15, 2019
December 17, 2018	December 3, 2018	November 13, 2018	January 10, 2019	February 5, 2019
January 2, 2019	December 17, 2018	December 3, 2018	January 24, 2019	February 19, 2019

*Planning Commission meetings are held at 5:00 pm in the City Council Chambers of City Hall unless otherwise posted.*

*\*Consent items include: plats, lot splits/consolidations, change of access, and amendment to covenants*

*\*\*Public Hearing items include: rezoning, planned unit development, comprehensive plan changes, and specific use permits*

*\*\*\*RM (Multi-Family) zoning cases are public hearing but due to the 1320' radius required, extra time is necessary to prepare notices*



## Technical Advisory Committee (TAC) Calendar 2018

Cutoff	Meeting Date
December 18, 2017	January 9, 2018
January 2, 2018	January 23, 2018
January 16, 2018	February 6, 2018
January 29, 2018	February 20, 2018
February 12, 2018	March 6, 2018
February 26, 2018	March 20, 2018
March 19, 2018	April 10, 2018
April 2, 2018	April 24, 2018
April 16, 2018	May 8, 2018
April 30, 2018	May 22, 2018
May 21, 2018	June 12, 2018
June 4, 2018	June 26, 2018
June 18, 2018	July 10, 2018
July 2, 2018	July 24, 2018
July 16, 2018	August 7, 2018
July 30, 2018	August 21, 2018
August 20, 2018	September 11, 2018
September 4, 2018	September 25, 2018
September 17, 2018	October 9, 2018
October 1, 2018	October 23, 2018
October 8, 2018	October 30, 2018
October 22, 2018	November 13, 2018
November 13, 2018	December 4, 2018
November 27, 2018	December 18, 2018
December 17, 2018	January 8, 2019
January 2, 2019	January 22, 2019

*TAC meetings are held at 1:30 pm in the Main Conference Room of City Hall unless otherwise posted.*

## Board of Adjustment (BOA) Calendar 2018

Cutoff	Meeting Date
December 4, 2017	January 8, 2018
January 8, 2018	February 12, 2018
February 5, 2018	March 12, 2018
March 5, 2018	April 9, 2018
April 9, 2018	May 14, 2018
May 7, 2018	June 11, 2018
June 4, 2018	July 9, 2018
July 9, 2018	August 13, 2018
August 6, 2018	September 10, 2018
September 4, 2018	October 8, 2018
October 8, 2018	November 12, 2018
November 5, 2018	December 10, 2018
December 4, 2018	January 14, 2019

*Board of Adjustment meetings are held at 5:00 pm in the City Council Chambers of City Hall unless otherwise posted.*

## Comp. Plan Calendar 2018

Cutoff	Meeting Date
February 12, 2018	March 22, 2018
May 21, 2018	June 28, 2018
August 20, 2018	September 27, 2018
November 13, 2018	December 20, 2018

*Comprehensive Plan changes are heard by the Planning Commission, quarterly*

# January 2018

December '17							February '18							March '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2						1	2	3				1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28				25	26	27	28	29	30	31
31																				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> New Year's Day  <b>CITY OFFICES CLOSED</b>	<b>2</b> City Council 6:30 p.m. <b>TAC CUTOFF 1/23</b> <b>PC CUTOFF 1/25</b> <b>ZONING CUTOFF 2/8 &amp; 2/22</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b> <b>BOA 5:00 P.M.</b> <b>BOA CUTOFF 2/12/17</b>	<b>9</b> <b>TAC 1:30 PM</b> <b>DAB 4:15 PM</b>	<b>10</b>	<b>11</b> <b>PLANNING COMMISSION 5:00 P.M.</b>	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> ML King Day  <b>CITY OFFICES CLOSED</b>	<b>16</b> City Council 6:30 p.m. <b>TAC CUTOFF 2/6</b> <b>PC CUTOFF 2/8</b> <b>ZONING CUTOFF 2/22 &amp; 3/8</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b> <b>TAC 1:30 PM</b>	<b>24</b>	<b>25</b> <b>PLANNING COMMISSION 5:00 P.M.</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b> <b>TAC CUTOFF 2/20</b> <b>PC CUTOFF 2/22</b> <b>ZONING CUTOFF 3/8 &amp; 3/22</b>	<b>30</b>	<b>31</b>			
	NOTES					

# February 2018

January '18						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

March '18						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April '18						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 BOA CUTOFF 3/12/17	6 TAC 1:30 PM DAB 4:15 PM City Council 6:30 p.m.	7	8 PLANNING COMMISSION 5:00 P.M.	9	10
11	12 BOA 5:00 P.M. TAC CUTOFF 3/6 PC CUTOFF 3/8 ZONING & COMP PLAN CUTOFF 3/22 & 4/12	13	14	15	16	17
18	19	20 TAC 1:30 PM City Council 6:30 p.m.	21	22 PLANNING COMMISSION 5:00 P.M.	23	24
25	26 TAC CUTOFF 3/20 PC CUTOFF 3/22	27	28			
	Notes					



# March 2018

February '18						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

April '18						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May '18						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 BOA CUTOFF 4/9/17 ZONING CUTOFF 4/12 & 4/26	6 TAC 1:30 PM City Council 6:30 p.m.	7	8 PLANNING COMMISSION 5:00 P.M.	9	10
11	12 BOA 5:00 P.M.	13 DAB 4:15 PM	14	15	16	17
18	19 TAC CUTOFF 4/10 PC CUTOFF 4/12 ZONING CUTOFF 4/26 & 5/10	20 TAC 1:30 PM City Council 6:30 p.m.	21	22 PLANNING COMMISSION and Comp Plan Review, 5:00 p.m.	23	24
25	26	27	28	29	30 Good Friday  CITY OFFICES CLOSED	31
	Notes					

# April 2018

March '18							May '18							June '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5						1	2
4	5	6	7	8	9	10	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	27	28	29	30	31			24	25	26	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 TAC CUTOFF 4/24 PC CUTOFF 4/26 ZONING CUTOFF 5/10 & 5/24	3 City Council 6:30 p.m.	4	5	6	7
8	9 BOA 5:00 P.M.  BOA CUTOFF 5/14	10 TAC 1:30 PM DAB 4:15 PM	11	12 PLANNING COMMISSION 5:00 P.M.	13	14
15	16 TAC CUTOFF 5/8 PC CUTOFF 5/10  ZONING CUTOFF 5/24 & 6/14	17 City Council 6:30 p.m.	18	19	20	21
22	23	24 TAC 1:30 PM	25	26 PLANNING COMMISSION 5:00 P.M.	27	28
29	30 TAC CUTOFF 5/22 PC CUTOFF 5/24					
	Notes					

# May 2018

April '18							June '18							July '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						24	25	26	27	28	29	30	29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 City Council 6:30 p.m.	2	3	4	5
6	7 BOA CUTOFF 6/11/17  ZONING CUTOFF 6/14 & 6/28	8 TAC 1:30 PM DAB 4:15 PM	9	10 PLANNING COMMISSION 5:00 P.M.	11	12
13	14 BOA 5:00 P.M.	15 City Council 6:30 p.m.	16	17	18	19
20	21 TAC CUTOFF 6/12 PC CUTOFF 6/14 ZONING & COMP PLAN CUTOFF 6/28 & 7/12	22 TAC 1:30 PM	23	24 PLANNING COMMISSION 5:00 P.M.	25	26
27	28 Memorial Day  CITY OFFICES CLOSED	29	30	31		
	Notes					



# June 2018

May '18							July '18							August '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7				1	2	3	4
6	7	8	9	10	11	12	8	9	10	11	12	13	14	5	6	7	8	9	10	11
13	14	15	16	17	18	19	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30	31			29	30	31					26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 TAC CUTOFF 6/26 PC CUTOFF 6/28 BOA CUTOFF 7/9 ZONING CUTOFF 7/12 & 7/26 City Council 6:30 p.m.	5	6	7	8	9
10	11 BOA 5:00 P.M.	12 TAC 1:30 PM DAB 4:15 PM	13	14 PLANNING COMMISSION 5:00 P.M.	15	16
17	18 TAC CUTOFF 7/10 PC CUTOFF 7/12 ZONING CUTOFF 7/26 & 8/9 City Council 6:30 p.m.	19	20	21	22	23
24	25	26 TAC 1:30 PM	27	28 PLANNING COMMISSION & COMP REVIEW 5:00 P.M.	29	30
	Notes					

# July 2018

June '18							August '18							September '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2			1	2	3	4								1
3	4	5	6	7	8	9	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 TAC CUTOFF 7/24 PC CUTOFF 7/26 ZONING CUTOFF 8/9 & 8/23	3 City Council 6:30 p.m.	4 Independence Day  CITY OFFICES CLOSED	5	6	7
8	9 BOA 5:00 P.M. BOA CUTOFF 8/13/17	10 TAC 1:30 PM DAB 4:15 PM	11	12 PLANNING COMMISSION 5:00 P.M.	13	14
15	16 TAC CUTOFF 8/7 PC CUTOFF 8/9 ZONING CUTOFF 8/23 & 9/13	17 City Council 6:30 p.m.	18	19	20	21
22	23	24 TAC 1:30 PM	25	26 PLANNING COMMISSION 5:00 P.M.	27	28
29	30 TAC CUTOFF 8/21 PC CUTOFF 8/23	31				
	Notes					

# August 2018

July '18							September '18							October '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7							1		1	2	3	4	5	6
8	9	10	11	12	13	14	2	3	4	5	6	7	8	7	8	9	10	11	12	13
15	16	17	18	19	20	21	9	10	11	12	13	14	15	14	15	16	17	18	19	20
22	23	24	25	26	27	28	16	17	18	19	20	21	22	21	22	23	24	25	26	27
29	30	31					23	24	25	26	27	28	29	28	29	30	31			
							30													

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 BOA CUTOFF 9/10  ZONING CUTOFF 9/13 & 9/27	7 TAC 1:30 PM City Council 6:30 p.m.	8	9 PLANNING COMMISSION 5:00 P.M.	10	11
12	13 BOA 5:00 P.M.	14 DAB 4:15 PM	15	16	17	18
19	20 TAC CUTOFF 9/11 PC CUTOFF 9/13 ZONING & COMP PLAN CUTOFF 9/27 & 10/11	21 TAC 1:30 PM City Council 6:30 p.m.	22	23 PLANNING COMMISSION 5:00 P.M.	24	25
26	27	28	29	30	31	
	Notes					



# September 2018

August '18							October '18							November '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		28	29	30	31				25	26	27	28	29	30	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Labor Day  CITY OFFICES CLOSED	4 TAC CUTOFF 9/25 PC CUTOFF 9/27 BOA CUTOFF 10/8 ZONING CUTOFF 10/11 & 10/25 City Council 6:30 p.m.	5	6	7	8
9	10 BOA 5:00 P.M.	11 TAC 1:30 PM DAB 4:15 PM	12	13 PLANNING COMMISSION 5:00 P.M.	14	15
16	17 TAC CUTOFF 10/9 PC CUTOFF 10/11 ZONING CUTOFF 10/25 & 11/1	18 City Council 6:30 p.m.	19	20	21	22
23	24 ZONING CUTOFF 11/1 & 11/15	25 TAC 1:30 PM	26	27 PLANNING COMMISSION & COMP REVIEW 5:00 P.M.	28	29
30	Notes					

# October 2018

September '18							November '18							December '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1						1	2	3						1
2	3	4	5	6	7	8	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	25	26	27	28	29	30		23	24	25	26	27	28	29
30														30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 TAC CUTOFF 10/23 PC CUTOFF 10/25	2 City Council 6:30 p.m.	3	4	5	6
7	8 BOA 5:00 P.M. TAC CUTOFF 10/30 PC CUTOFF 11/1 BOA CUTOFF 11/13 ZONING CUTOFF 11/15 & 12/6	9 TAC 1:30 PM DAB 4:15 PM	10	11 PLANNING COMMISSION 5:00 P.M.	12	13
14	15	16 City Council 6:30 p.m.	17	18	19	20
21	22 TAC CUTOFF 11/13 PC CUTOFF 11/15	23 TAC 1:30 PM	24	25 PLANNING COMMISSION 5:00 P.M.	26	27
28	29 ZONING CUTOFF 12/6 & 12/20	30 TAC 1:30 PM	31			
	Notes					

# November 2018

October '18							December '18							January '19						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1			1	2	3	4	5
7	8	9	10	11	12	13	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				23	24	25	26	27	28	29	27	28	29	30	31		
							30	31												

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 PLANNING COMMISSION 5:00 P.M.	2	3
4	5 BOA CUTOFF 12/10 TAC CUTOFF 11/27 PC CUTOFF 12/20	6 City Council 6:30 p.m.	7	8	9	10
11	12  CITY OFFICES CLOSED	13 BOA 5:00 P.M. TAC 1:30 PM DAB 4:15 PM TAC CUTOFF 12/4 PC CUTOFF 12/6 ZONING & COMP PLAN CUTOFF 12/20 & 1/10/2019	14	15 PLANNING COMMISSION 5:00 P.M.	16	17
18	19	20 City Council 6:30 p.m.	21	22 Thanksgiving  CITY OFFICES CLOSED	23  CITY OFFICES CLOSED	24
25	26	27 TAC CUTOFF 12/18 PC CUTOFF 12/20	28	29	30	
		Notes				



# December 2018

November '18							January '19							February '19						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2				1	2	3	4	5					1	2
4	5	6	7	8	9	10	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30		27	28	29	30	31			24	25	26	27	28		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 ZONING CUTOFF 1/10/2019 & 1/24/2019	4 TAC 1:30 PM City Council 6:30 p.m.	5	6 PLANNING COMMISSION 5:00 P.M.	7	8
9	10 BOA 5:00 P.M.	11 DAB 4:15 PM	12	13	14	15
16	17 ZONING CUTOFF 1/24/2019 & 2/14/2019	18 TAC 1:30 PM City Council 6:30 p.m.	19	20 PLANNING COMMISSION & Comp Review 5:00 P.M.	21	22
23	24 Christmas Eve  CITY OFFICES CLOSED	25 Christmas Day  CITY OFFICES CLOSED	26	27	28	29
30	31	Notes				